

**PROFESSIONAL LICENSURE DIVISION[645]**

**Notice of Intended Action**

**Proposing rule making related to initial licensure and licensure reactivation  
and providing an opportunity for public comment**

The Board of Nursing Home Administrators hereby proposes to amend Chapter 141, “Licensure of Nursing Home Administrators,” Iowa Administrative Code.

*Legal Authority for Rule Making*

This rule making is proposed under the authority provided in Iowa Code section 147.76.

*State or Federal Law Implemented*

This rule making implements, in whole or in part, Iowa Code section 147.76.

*Purpose and Summary*

These proposed amendments change the process of applying for endorsement by requiring an applicant to provide verification of licensure only from the jurisdiction in which the applicant was most recently licensed, by requiring the applicant to disclose public or pending complaints in any other jurisdiction in which the applicant is licensed, and by removing notary requirements.

*Fiscal Impact*

This rule making has no fiscal impact to the State of Iowa.

*Jobs Impact*

After analysis and review of this rule making, no impact on jobs has been found.

*Waivers*

A waiver provision is not included in this rule making because all administrative rules of the professional licensure boards in the Professional Licensure Division are subject to the waiver provisions accorded under 645—Chapter 18.

*Public Comment*

Any interested person may submit written or oral comments concerning this proposed rule making. Written or oral comments in response to this rule making must be received by the Board no later than 4:30 p.m. on December 6, 2022. Comments should be directed to:

Jessica O’Brien  
Professional Licensure Division  
Iowa Department of Public Health  
Lucas State Office Building  
321 East 12th Street  
Des Moines, Iowa 50319  
Phone: 515.281.6352  
Email: [jessica.o'brien@idph.iowa.gov](mailto:jessica.o'brien@idph.iowa.gov)

*Public Hearing*

A public hearing at which persons may present their views orally or in writing will be held as follows:

December 7, 2022  
8:30 to 9 a.m.

Via video/conference call  
Meeting link: [us02web.zoom.us](https://us02web.zoom.us), click “join”  
Meeting ID: 898 2267 3476  
Passcode: 507434  
Via telephone: 1.312.626.6799

Persons who wish to make oral comments at the public hearing may be asked to state their names for the record and to confine their remarks to the subject of this proposed rule making. In an effort to ensure accuracy in memorializing a person’s comments, a person may provide written comments in addition to or in lieu of oral comments at the hearing.

Any persons who intend to attend the public hearing and have special requirements, such as those related to hearing or mobility impairments, should contact the Board and advise of specific needs.

*Review by Administrative Rules Review Committee*

The Administrative Rules Review Committee, a bipartisan legislative committee which oversees rule making by executive branch agencies, may, on its own motion or on written request by any individual or group, review this rule making at its [regular monthly meeting](#) or at a special meeting. The Committee’s meetings are open to the public, and interested persons may be heard as provided in Iowa Code section 17A.8(6).

The following rule-making actions are proposed:

ITEM 1. Amend paragraph **141.4(3)“b”** as follows:

*b.* Provide a ~~notarized~~ copy of the certificate or diploma awarded to the applicant from a nursing home administration program in the country in which the applicant was educated.

ITEM 2. Amend paragraph **141.7(1)“e,”** introductory paragraph, as follows:

*e.* Provides verification of license(s) license from every the jurisdiction in which the applicant has most recently been licensed, sent directly from the jurisdiction(s) jurisdiction to the board office. The applicant must also disclose any public or pending complaints against the applicant in any other jurisdiction. Web-based verification may be substituted for verification direct from the jurisdiction’s board office if the verification provides:

ITEM 3. Amend subrule 141.15(3) as follows:

**141.15(3)** Provide verification of current competence to practice as a nursing home administrator by satisfying the following criteria:

*a.* Verification of the license(s) license from every the jurisdiction in which the applicant ~~is or has been licensed and is or~~ has most recently been practicing during the time period the Iowa license was inactive, sent directly from the jurisdiction(s) jurisdiction to the board office. The applicant must also disclose any public or pending complaints against the applicant in any other jurisdiction. Web-based verification may be substituted for verification from a jurisdiction’s board office if the verification includes:

(1) to (4) No change.

*b.* Verification of completion of 40 hours of continuing education within two years of the application for reactivation or verification of active practice, consisting of a minimum of 2,080 hours, in another state or jurisdiction during the two years preceding an application for reactivation.